

DIVISION OF HEALTH SERVICES REGULATION  
BOARD OF LICENSING FOR CHEMICAL DEPENDENCY PROFESSIONALS

3 CAPITOL HILL  
CONFERENCE ROOM 104  
PROVIDENCE, RHODE ISLAND

Tuesday, February 24, 2015  
8:30 AM

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

David Dorsey, LCSW, LCDS  
Richard Froncillo, BS, LCDS  
Ian Knowles, Consumer Member, Chairperson  
Robert Marshall, LCDP

BOARD MEMBERS NOT IN ATTENDANCE

James Gillen, LCDP

STAFF MEMBERS IN ATTENDANCE

Arlene Hartwell, Board Manager  
Jane Morgan, Legal Counsel

OTHERS IN ATTENDANCE

None

1. Establishment of a quorum

A meeting of the Board of Licensing for Chemical Dependency Professionals was held on Tuesday, February 24, 2015 at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 8:36 AM on a motion by Richard Froncillo and seconded by David Dorsey. Motion carried.

2. Presentation of the August 19, 2014 and November 25, 2014 Open Session Meeting Minutes

Motion was made by Richard Froncillo and seconded by David Dorsey to accept the Open Session minutes of August 19, 2014. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried. Motion was made by Richard Froncillo and seconded by Robert Marshall to accept the Open Session minutes of November 25, 2014. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

3. Board Manager Report

- Board members signed and dated updated confidentiality forms.

4. Motion to adjourn to Closed Session

Motion was made by Richard Froncillo and seconded by Robert Marshall to adjourn to Closed Session at 8:43 AM. Motion carried. Pursuant to Sections 42-46-4 and 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting. Also, pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

5. Motion to return to Open Session

The board voted unanimously on a motion made by Richard Froncillo and seconded by Robert Marshall at 9:38 AM to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws.

6. Final Actions on all votes taken in Closed Session

- The board reviewed and approved 4 and denied 2 applications; and proposed action on 1 cases. All votes were unanimous.

7. Discussion

- The board voted unanimously on a motion made by Ian Knowles and seconded by David Dorsey, to refer to the Rhode Island Board of Certification for Chemical Dependency Professionals (RIBCCDP) as the Rhode Island Certification Board (RICB) as Richard Froncillo announced that the RIBCCDP has recently filed to do business as the Rhode Island Certification Board.

8. Adjournment

The next Board of Licensing for Chemical Dependency Professionals meeting will be held Tuesday, April 21, 2015 at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. Motion was made by Richard Froncillo and seconded by Robert Marshall to adjourn at 9:48 AM. Motion carried.

Respectfully submitted,



Arlene Hartwell, M.Ed.  
Board Manager  
Office of Health Professionals Regulation